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MARAC to Meet on Long Island



Jones Beach, Long Island, ca. 1960. Courtesy, Hofstra University Archives.

MARAC Comes to Lawn Guyland

This fall, for the first time in its twenty-five year history, MARAC will hold a meeting on Lawn Guyland - also known as Long Island among those without a New York accent!

From November 11-13, 1999, the MARAC semi-annual meeting will be held in Hauppauge (pronounced "hop pawg," with or without a New York accent). Hauppauge is centrally located on Long Island, offering visitors the opportunity to explore both east and west of the conference hotel. There is plenty to see, so plan on spending the weekend on the "Island."

The conference hotel will be the Wyndham Wind Watch Hotel and Hamlet Golf Club, conveniently located, one mile north of the Long Island Expressway.

The hotel offers complimentary shuttle service to and from Long Island-MacArthur Airport (now a hub for Southwest Airlines) and the Ronkonkoma Station of the Long Island Railroad (one hour from Penn Station).

The hotel has a full range of recreational facilities: an 18-hole championship golf course, two-tiered driving range, putting green, indoor pool, full service health club, tennis courts, basketball court, Jacuzzi, saunas, massage therapist, and a softball field. (Do I hear a Saturday afternoon softball game challenge among caucuses?) Room rates are \$119 for a single or double room.

In addition to pre-conference workshops, Thursday will feature a MARAC golf tournament and a number of exciting tours. While at press time the tours were not yet finalized, we are considering the following day-long events: a "North Fork Tour" that would include Long Island wineries, a farm museum, and visits to some of the charming, New England-like villages on the North Fork of the Island; a "Hamptons Tour" of historic sites and society haunts on the South Fork of the Island; and a "Gold Coast Tour" that might include Cold Spring Harbor Laboratory, Theodore Roosevelt's home at Sagamore Hill, and some other historic sites that straddle the

Nassau-Suffolk border. The Friday night reception will be at the Seminary of the Immaculate Conception in Huntington. The Seminary is housed in an impressive Depression-era building and educates priests and lay ministers for the Roman Catholic Dioceses of Rockville Centre and Brooklyn. Holding the reception in Huntington will give attendees the chance to visit the many fine restaurants and shops in this dynamic and historic village. Bus service will be provided.

The Friday luncheon speaker will be the Hon. Bernadette Castro, the Commissioner of the New York State Department of Parks, Recreation and Historic Preservation. Ms. Castro will talk about public-private partnerships as well as her department's efforts to preserve the papers of Robert Moses.

So, plan on joining us in Hauppauge and maybe even learning how to spell it before you leave!

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. . . from the Chair

As your new Chair, I was invited to write the next "From the Chair" article for the Mid-Atlantic Archivist. Let me begin by saying that I am happy to be serving as your new Chair.

The first topic that I want to write about was also the major topic in Janet Linde's last "From the Chair" article: contractual services. At the MARAC business meeting in State College on May 8, MARAC membership voted in favor of contracting for management services with Kimball & Associates. Since then the new Vice-Chair, Marsha Trimble, along with MARAC Treasurer Becky Collier and myself have been working with the language of a new contract. After several iterations and some legal advice on the language, we arrived at a final draft. That draft was emailed to the Steering Committee for final com-

ment. As your Chair I signed the contract on June 15. The term of this contract is through June 30, 2000.

Many thanks go to those who have worked hard to reach the point of having a contract in place. Marsha Trimble, Chair of the Ad Hoc Committee on Contractual Services, put a lot of time and effort into making sure that MARAC chose the best company and negotiated the right contract. All of the members of this committee were involved with Marsha in this process. They include Lauren Brown, Becky Collier, Russell Gasero, Valerie Metzler, Karl Niederer, Ben Primer, Diana Shenk, and myself. It was a serious, concentrated, and successful effort, and MARAC very much appreciates the work of this committee.

MARAC must now begin to establish working relationships with Kimball & Associates. As you know, they will be working with us in several areas, including finance and conference planning, as well as administrative issues. Kimball & Associates is already working with us to establish good working

relationships, and a Kimball staff member will attend the next Steering Committee meeting in Baltimore on July 23.

On other issues, as your new Chair I am now beginning to fill some MARAC committee chair positions that became open after the State College conference. I have had great good fortune thus far, finding a number of well-qualified members who are willing to serve. Thomas Frusciano is the new Publications Committee Chair, Michael Knies is the new Finding Aids Committee Chair, and Sharon Pullen is the new Outreach Committee Chair. There will be more new appointments and I am happy that MARAC's well-established record of volunteerism continues.

I look forward to working with all of you over the next two years.

— James Byers

Of Mailing Times and Deadlines

The Spring and Fall issues of the Mid-Atlantic Archivist (MAA) are delivered by first class mail. The purpose of the change was to ensure that members receive information on MARAC meetings in plenty of time to plan their attendance. The Summer and Winter issues continue to be delivered via slower fourth class mail.

The editor wishes to thank all those who have contributed to the MAA in the past and hopes that such contributions will continue or increase in the future. The deadlines for the four issues remain March 1, June 1, September 1, and December 1. With your help we can get the MAA to you in a timely manner regardless of how it is sent.

★★★★★

Visit MARAC's Website at
<http://www.itd.umd.edu/MARAC/marac-hp.htm>

★★★★★

MARAC Education Survey

We need your help.

The Education Committee is engaging in a long-term planning process to develop workshops for future MARAC meetings and to determine the needs of the membership. It is hoped that this survey will aid in that process. We thank those of you who have already filled out this survey. Those of you who have not yet sent in a survey, please take a few minutes to fill it out and return it. You may also send it back via e-mail, or request an e-mail copy to fill out; the address is indicated below. Your comments and thoughts regarding membership educational needs are also welcome and valued. Thanks.

I. Archival/Academic background

☐ Bachelor's degree ☐ Master's degree ☐ Doctorate

Major field of study: _____

How many years experience in the profession (full or part-time)

☐ 0-3 years ☐ 4-5 years ☐ 5-10 years ☐ 10+ years

Formal archival training

☐ Collegiate ☐ Graduate School ☐ On-the-job ☐ Workshops ☐ SAA/MARAC conferences

II. Workshops

Preference for workshop style/timing

☐ Half-day ☐ Full-day ☐ Multi-day ☐ Immediately prior to MARAC meetings
☐ During MARAC meetings ☐ At various times during the year

Would you be interested in attending an SAA workshop in conjunction with a MARAC meeting?

☐ Yes ☐ No

Would you be interested in workshops being offered via a form of distance learning?

☐ Yes ☐ No

Do you have a preference for (check all that apply):

☐ On-line ☐ Audio tapes ☐ Video tapes ☐ Study guides/printed/packaged materials

III. Costs

What is an affordable fee for a full-day workshop (half-day and multi-day would be appropriately pro-rated)? For this section, we need two types of responses: workshops that would interest you and workshops that you believe are needed by members of MARAC in general. A senior archivist or an archival supervisor or archival educator can offer suggestions for areas of need in the profession generally from their perspective. Please indicate your own interest in the following workshops (indicate your need by using an A and the need for professional development by using a P):

	Very Interested	Somewhat Interested	Not Interested	No Need
<input type="checkbox"/> Conservation:				
Basic conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photo conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paper conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MARAC Education Survey

Please detach here and mail to Russell L. Gasero, Reformed Church in America Archives, 21 Seminary Pl., New Brunswick, NJ 08901

	Very Interested	Somewhat Interested	Not Interested	No Need
<input type="checkbox"/> Administration/Management:				
Building/construction planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Basic administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-range planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Budgeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volunteer development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outreach/Inreach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Archival theory:				
Basic overview	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Basic processing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arrangement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appraisal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reference/Research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tours of other repositories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Question/Answers from experts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Advanced (identify)_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Technology/related areas:				
Basic computer technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Digitization basics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electronic records fundamentals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advanced aspects of electronic records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Web site techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SGML/EAD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Send the completed form by February 10 to:
 Russell L. Gasero
 Reformed Church in America Archives
 21 Seminary Place
 New Brunswick, NJ 08901
 (732) 246-1779
 E-mail: rgasero@aol.com

IMPORTANT IMPORTANT IMPORTANT IMPORTANT IMPORTANT

SIDE 2

State & Local News

It's hard to believe that summer is here. Planning is already underway for fall programs and Archives Week activities. It seems that we never stop creating programs or developing activities for our colleagues and the general public. However, when we get bogged down, it's good to take a moment to look back with pride on our accomplishments as well as our upcoming programs. Here is our chance to look at what our colleagues are doing within the MARAC region. Given the diversity of activities and accomplishments listed, we have lots to be proud of.



The DC Caucus hosted an electronic records workshop on Wednesday, April 21 at Archives II in College Park, Maryland. Susan Cummings from the Office of the Regional Records Service of the National Archives and Records Administration presented a primer on managing electronic records. She provided practical advice for maintaining and storing electronic files. Members of the Maryland and Virginia Caucuses were also invited to participate in the workshop.

★★★

The Caucus visited the Library of Congress' National Digital Library's Visitor Center on May 26. A number of staff members from the NDL provided participants with information about how collections are selected for digitization, the process involved in creating a digital collection and how two of the most popular features in the American Memory project, Today in History and The Learning Page, are created.

★★★

The Caucus has begun planning for Archives Week. Activities under discussion include an archives fair and workshops. Work will continue throughout the summer on these programs.



The Winterthur Museum and Library's Internet home page now includes two exhibits based exclusively on materials from the manuscript and archival collections. In addition, Winterthur has opened "KiDS! 200 Years of Childhood," an exhibition which will be on display through February 2001.

Winterthur's home page can be found at the following URL: <http://www.winterthur.org/index.html>.

★★★

Congratulations are in order for MARAC member Rich McKinstry, who has been elected President of the Ephemera Society of America.

★★★

The University of Delaware archives recently acquired the papers of former state archivist Leon de Valinger. At almost 50 linear feet, the records include professional papers, such as materials from his term as SAA President, research papers, and a wide range of historical and archival topics. Meanwhile, the processing of the Congressional papers of Thomas R. Carper continues and should be completed by the end of 1999.

★★★

The Delaware Art Museum received a Luce Grant that funds a full-time archivist, MARAC member Eileen Sklar, for a three year position to process and create a finding aid for the papers of artist John Sloan.

★★★

The Delaware Public Archives construction project continues steadily. Steel has gone up for the new building. The Research Room is scheduled to open in March 2000.

★★★

Senator Nancy Cook introduced SB108 to the Delaware General Assembly on April 29 [AN ACT to Amend Title 9, Title 12, Title 15 and Title 29 of the Delaware Code Relating to Delaware Public Archives and Public Records]. The Bill Synopsis states: "This Bill makes the Delaware Public Archives a separate Division in the Department of State. Additionally, it makes numerous changes to the Public Records law and other statutes pertaining to the Delaware Public Archives." The bill was passed by the State Senate and awaits action in the House.



On March 24, 1999 the Maryland Caucus met at the Alan Mason Chesney Medical Archives at the Johns Hopkins Medical Institutions in Baltimore. Nancy McCall, Archivist, and Lisa Mix, Processing Coordinator, hosted a tour of the facility and provided an introduction to the collections. The tour encompassed all aspects of the institution, including a look at their web access finding aids, still in development, and a look at the three dimensional artifacts in their care -- including a dissected rat and stuffed alligator. Other staff members of the Chesney Archives were on hand and discussed the roles they play in the institution. Two librarians from the Welch Medical Library of The Johns Hopkins University, were also in attendance. Nancy and Lisa are editors of *Designing Archival Programs to Advance Knowledge in the Health Fields* (JHU Press, 1995).

★★★

On April 22, 1999 Yvonne A. Carignan, Preservation Department Head University of Maryland Libraries, and Ethel Hellman, Collections Conservator, hosted a tour of the preservation department of the McKeldin Library, University of Maryland, College Park. The program drew a number of students from both the University of Maryland and Catholic University.

★★★

Upcoming events for next spring include a visit to the Eastern Shore of Maryland for a meeting hosted by the Nabb Research Center for Delmarva History and Culture at Salisbury State University.

★★★

Caucus member Howard Feng, NARA employee and Howard County Historical Society board member, has been called into active duty with the U.S. Army Reserve and has been sent to Europe for one year to "support the activities in Bosnia." Let's keep Howard in our thoughts over the next year.



The Monmouth County Historical Association has received a grant of \$15,000 from the New Jersey State Library to survey and rehouse its collection of over 350 bound manuscript volumes that document early businesses and other organizations. MCHA Librarian/Archivist Carla Tobias and independent conservator Susan Lunas will implement the project.

★★★

Planning has already begun for New Jersey's annual Archives Day event, which is co-sponsored by MARAC's New Jersey Caucus. The program will be at the Monmouth County Library, 125 Symmes Drive, Manalapan, NJ,

on October 16, 1999. The event will include lectures and an exhibit area with representatives from archives and history organizations. Programs will include workshops on history on the Internet; the New Jersey Encyclopedia; oral history; local history topics, and appraisal of books, photos, and manuscripts.

★★★

The Monmouth County Archives and the Monmouth County Historical Association have collaborated on an exhibition, "Murder in Monmouth!" The exhibit, which is on view at MCHA in Freehold through July 30, takes a close look at seven murder cases from the period 1850-1900 through archival documents, pictures, and artifacts. Information about the exhibit is on the Monmouth County Archives web site: http://shore.co.monmouth.nj.us/01171_archives

★★★

The New Jersey Caucus met in January at Alexander Library, Rutgers University-New Brunswick. A tour of the library followed the business meeting

★★★

"A State of Health: New Jersey's Medical Heritage" is an exhibition at Alexander Library, Rutgers University-New Brunswick, that examines four centuries of medicine in New Jersey. It includes more than 150 artifacts, documents, books, and pictures from over forty repositories. The exhibit will be on view until August 15.



The New York City Alliance for History, Education Subcommittee, is planning a conference for Archives Week 1999. This day-long conference will bring together educators, archivists and historians to share their knowledge about using primary re-

sources in the classroom. Participants will share strategies for teaching about New York City through the lens of immigration, past and present. The focus will be on the wealth of primary resources that are available as a result of the work of community-based historians and researchers, as well as the larger historical institutions.

The conference coordinators are looking for archivists, historians, teachers and other educators who are interested in giving session presentations. Anyone who is interested in participating can print out an application to present from the planning committee's web site: <http://thales.ilt.columbia.edu/ilt/Docs/> or contact one of the following people:

Brenda Parnes at (212) 417-2201, bparnes@mail.nysed.gov; L.J. Krizner at (212) 873-3900 ext. 281, nyhs-education@compuserve.com; or Susan Lowes at susan.lowes@usa.net

★★★

On May 18, the Archivists Round Table of Metropolitan New York hosted the program "An Archivist's and a Filmmaker's Perspective: Making the Documentary *They Were Not Silent: The Jewish Labor Movement Responds to Nazism and the Holocaust*." *They Were Not Silent*, released by the Robert F. Wagner Labor Archives in the summer of 1998, uses archival materials—film footage, photographs and documents, many that have not been seen on film before—to tell the dramatic story of the anti-Nazi and rescue activities of the American Jewish Labor Movement, including their aid to the Underground fighters of the ghettos of East Europe and their assistance to Holocaust survivors in refugee camps across the globe.

Gail Malmgreen, Processing Archivist at Robert F. Wagner Labor Archives and one of the executive producers of this video, discussed a number of topics: the use of archival materials in the making of the documentary; the differences between how an archivist or historian approaches a documentary versus the needs and concerns of a filmmaker; history, representation

and remembrance; what gets left in and what gets left out of a film; and multimedia projects as tools for bringing archives to a wider public. In addition, Ronald Millman, the director/producer of the film, spoke about his approach to making the video and answered questions from round table members. Debra Bernhardt, the Head of Robert F. Wagner Labor Archives and also an executive producer of the video, provided introductory remarks before the screening of the video.

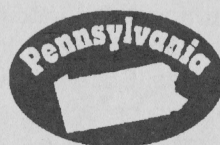
★★★

On June 17th the New York Psychoanalytic Institute & Society hosted another meeting of the Archivists Roundtable of Metropolitan New York. Nellie L. Thompson, Ph.D., the Curator of the Archives and Special Collections since 1990, hosted the program, which highlighted the Institute's holdings and the range of researchers who use them. She also discussed issues relating to access and the confidentiality of records. In addition, she talked about the conservation projects undertaken to preserve the books, photographs and prints in the Collection, including an Adopt-a-Book program developed as a means to raise funds for conservation measures.

One of the lesser-known gems of city, The New York Psychoanalytic Society is the oldest psychoanalytic organization in the United States. Dr. Abraham A. Brill, who, since 1908, had been meeting with a small group of psychiatrists to discuss the revolutionary discoveries of Freud, founded the Society on February 11, 1911. As the demand for psychoanalytic knowledge and training steadily increased, the members of the New York Psychoanalytic Society established the New York Psychoanalytic Institute on September 24, 1931, the first psychoanalytic training center in the US. The New York Psychoanalytic Society and Institute moved to its present location in 1946. The Brill Library was established in 1948 and its Archives and Special Collections organized in 1981.

★★★

Best wishes go to Anke Voss-Hubbard, who will be leaving the Rockefeller Archive Center and the MARAC region on June 30, 1999. She has been at the Rockefeller Center for three years as head of the Storage, Preservation and Access Project. She has initiated monitoring programs, microfilming projects and disaster planning at the Archive. In August she will begin teaching Preservation Management at Eastern Illinois University in Charleston, Illinois.



The 22nd Annual Conference on Pennsylvania's Black History was held in LaMott, Montgomery County—just outside Philadelphia—on May 13-15. The theme was "The LaMott Legacy and the Struggle for Freedom" and included a keynote address by James Oliver Horton, Professor of History at George Washington University. Sessions were held on abolitionism, African-American tourism and African American Soldiers in the Union Army. Other events during the conference were the unveiling of a state historical marker recognizing Camp William Penn; a tour of historic Germantown focusing on the religious, political, and social aspects of African-American life from the colonial period to the present; and a reception held at the Cheltenham Center for the Arts, which included a presentation in song, dance, and drama on the history of the Civil Rights Movement. Sponsors of the conference were the Pennsylvania Historical and Museum Commission, the Citizens for the Restoration of Historical LaMott, Beaver College, the Pennsylvania Council on the Arts, the Pennsylvania Federation of Museums and Historical Organizations, the Pennsylvania Historical Association, the Germantown Historical Society, the Civil War Library and Museum of Philadelphia, the Cheltenham Center for the Arts, and the African American Museum in Philadelphia.

★★★

A public history symposium, featuring key figures involved in the 1979 accident at the Three Mile Island (TMI) nuclear generating station, was held on March 25 at Penn State Harrisburg. During the symposium, the Pennsylvania Historical and Museum Commission (PHMC) unveiled a historical marker recognizing the significance of the accident. The symposium featured keynote addresses from former U.S. Nuclear Regulatory Commission (NRC) Director Harold Denton, who monitored the situation at the plant daily on behalf of the federal government, and Clifford Jones, Secretary of the former Department of Environmental Resources (DER) at the time of the accident. Panel discussions focused on TMI as an historical event and the lessons learned in the 20 years since the accident at the plant. Panelists included Dr. Brent Glass, Executive Director of PHMC, Dr. William Travers of the NRC; Dr. Robert Long, who at the time of the accident was the manager of generation and productivity for General Public Utilities (GPU), which owns the plant; Eric Epstein, director of the citizens' organization Three Mile Island Alert (TMIA); and Robert Reid, who was mayor of Middletown Borough at the time of the accident.

The historical marker unveiled during the program will be placed along Route 441, south of the TMI Visitor Center sign. The marker reads: "NUCLEAR ACCIDENT AT THREE MILE ISLAND On March 28, 1979, and for several days thereafter - as a result of technical malfunctions and human error - Three Mile Island's Unit 2 Nuclear Generating Station was the scene of the nation's worst commercial nuclear accident. Radiation was released, a part of the nuclear core was damaged, and thousands of residents evacuated the area. Events here would cause basic changes throughout the world's nuclear power industry."

The event was carried live on the Pennsylvania Cable Network (PCN) and webcast on the Internet through the Department of Environmental

Protection's website. The symposium was a cooperative effort of DEP, PHMC, Penn State Harrisburg, the NRC, GPU Nuclear Inc., TMIA, Middletown Borough and Londonderry Township.

★★★

Susan Hamburger, manuscripts librarian in the Penn State University Libraries, has been awarded a \$1,303.50 research grant by the Penn State Library Faculty Organization Research Committee. Her research project, titled "Controlled Vocabulary, Standardized Terminology, or Keyword Searching: Access to Archival and Manuscript Collections via EAD-encoded Finding Aids on the Web," will determine what search strategies library and archives patrons use for finding manuscript collections online. The project also will determine what the current practice is among repositories for standardizing access within finding aids through controlled vocabulary or keyword searching. Hamburger plans to conduct surveys with staff (to learn implementation decisions and practice) and patrons (to learn how they use online finding aids) of seven east coast libraries at the forefront of EAD use.



The Virginia Caucus met at the Virginia Historical Society on March 26. The meeting began with a welcome from E. Lee Shepard, Assistant Director for Manuscripts and Archives. Lee then spoke on "Manuscripts and Archives in an Institutional Setting: Getting, Keeping and Fostering an Identity." Conley Edwards, State Archivist, updated the group on activities at The Library of Virginia. He also gave each member a copy of *Where History Begins: A Report on Historical Records Repositories in the United States*, done for the Council of State Historical Records Coordinators. He requested that people send comments after they had an opportunity to read it.

Suzanne Durham then led members on a tour of the Virginia Department of Historic Resources. Members got to see their archives, offices and laboratories. After lunch some members took a behind-the-scenes tour of the VHS facility. Others chose to look at the gallery exhibits: "The Story of Virginia" and "George Washington: The Man Behind the Myths."

★★★

Construction is under way on the expansion and renovation of Swem Library at The College of William and Mary. The project will include a 20,000-sq. ft. special collections facility. It is expected that the entire project will be completed in 2003.

★★★

Congratulations to John Haskell, a longtime member of the Swem Library staff, who was appointed Associate Dean for Administration and Director of Manuscripts and Rare Books in September of 1998.

★★★

Hollins University dedicated the new Wyndham Robertson Library on April 9 & 10. The Library was named a National Literary Landmark (the first in Virginia) because of the many writers that have come out of Hollins, such as Margaret Wise Brown, Mary Wells Ashworth, Annie Dillard, Lee Smith and Henry Taylor. Some construction is still going and is due to be completed in early summer.

★★★

The Virginia Historical Society is among the 62 recipients in 24 states of the first "Saving America's Treasures" awards issued by the Department of the Interior through the Institute for Museum and Library Services. The Society's grant, amounting to over \$60,000, will be matched by an equal amount from private sources and will be used to preserve a highly significant collection of Custis family papers, containing extensive records of George and Martha Washington, William Byrd, Robert E. Lee, and other early Virginia luminaries. Most of the papers were laminated in the early days of that process, and the lamination is now failing substantially. The project will fund scanning (and image enhancement) of the threatened documents as well as delamination and preservation by the Northeast Document Conservation Center. The awards were officially announced at a White House ceremony on May 19, before which the Society's Senior Archivist (and MARAC member) Lee Shepard, and Grants Officer, Patricia Morris, had a chance to chat with First Lady Hillary Clinton about the project.

TREASURER'S REPORT
Mid-Atlantic Regional Archives Conference

Treasurer's Report, Fiscal Year 1999
 January 1, 1999 - March 31, 1999

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	% of Budget	Total	1998 Actual
REVENUE AND SUPPORT								
Membership Dues	\$16,500.00	\$9,343.00	\$4,505.00			84%	\$13,848.00	\$15,180.00
Publications Sales	1,500.00	181.26	391.02			38%	572.28	810.30
Pub. Advertising	1,000.00	127.50	127.50			26%	255.00	1,147.50
Bank Interest	5,000.00	240.36	263.28			10%	503.64	4,663.73
Conferences	15,000.00	9,763.87	0.00			65%	9,763.87	17,854.51
Mailing List Sales	400.00	50.00	0.00			13%	50.00	300.00
Contributions	500.00	185.00	70.00			51%	255.00	320.00
Miscellaneous	100.00	0.00	48.78			49%	48.78	81.00
Total Revenue and Support	\$40,000.00	\$19,890.99	\$5,405.58	\$0.00	\$0.00	63%	\$25,296.67	\$40,357.04
EXPENSES								
General	\$1,400.00	\$0.00	\$20.00			1%	\$20.00	\$1,278.00
Administrator	6,170.00	47.70	842.53			14%	890.23	1,386.21
Treasurer	700.00	10.00	522.59			76%	532.59	625.52
Membership	1,531.00	91.10	60.54			10%	151.64	349.08
Committees	5,793.00	31.11	1,301.69			23%	1,332.80	2,339.77
Publications	15,500.00	1,845.00	2,189.00			26%	4,034.00	9,558.17
MARAC Archivist	500.00	0.00	0.00			0%	0.00	500.00
Awards	475.00	200.00	0.00			42%	200.00	325.00
Conference Advances	5,000.00	2,000.00	0.00			40%	2,000.00	4,155.00
MARAC Scholarship	2,431.00	565.00	0.00			23%	565.00	1,970.64
Grant Project Expenses	500.00	436.98	71.56			102%	508.54	0.00
Miscellaneous	50.00	10.00	0.00	0.00	0.00	20%	10.00	0.00
Total Expenses	\$40,000.00	\$5,236.89	\$5,007.91	\$0.00	\$0.00	26%	\$10,244.80	\$22,487.39
NET INCOME or (NET LOSS)	\$0.00	\$14,654.10	\$397.67	0.00	\$0.00		\$15,051.77	
SUMMARY								
Opening Balance	\$132,829.99							
Income	5,405.58							
Expenses	(5,007.91)							
Closing Balance	\$133,227.66							
Cash Accounts								
Checking Accts:	\$16,804.26							
Savings Accts:	45,229.22							
Cert. of Dep:	71,194.18							
Total	\$133,227.66							
Fund	Opening	Credits	Debits	Closing				
Current	\$76,140.53	\$5,335.58	(\$5,007.81)	\$76,468.30				
Endowment	16,689.46	70.00		16,759.46				
Reserve	40,000.00			40,000.00				
Total	\$132,829.99	\$5,405.58	(\$5,007.81)	\$133,227.76				

Preservation News

Do you have preservation information to share about your institution, state, or region? Help keep your MARAC colleagues abreast of the latest news by sending information to: Evelyn Frangakis, Preservation Officer, National Agricultural Library, 10301 Baltimore Ave., Room 300, Beltsville, MD 20705-2351, fax (301) 504-7593, e-mail efrangak@nal.usda.gov.

Upcoming Meeting

Society of American Archivists 63rd Annual Meeting, Pittsburgh, PA, August 23-29, 1999. For information, call (312) 922-0140 or visit the Web site <http://www.library.cmu.edu/SAA-PghHostCmte/MeetingInfo.html>.

Preconference workshops include: Digital Imaging Technology (8/23-24); Oral History—from Planning to Preservation (8/24); The Reformatting Challenge—Management Issues (8/23); Preservation Planning—Surveying, Selection and Holdings Maintenance (8/24); Writing Your Disaster Preparedness and Recovery Plan (8/23); Administration of Photographic Collections (8/23-24). Sessions related to preservation include: New Research in Photographic Preservation and Digitization; Appraisal and the Long-Term Preservation of AV Archival Documents; Selling Security to Management, Staff, And Researchers; To Put Out a Fire—Fire Suppression Options for the Millennium; Long-Term Preservation of Electronic Records—The InterPARES Project; Preserving the Context of Records—Current Metadata Research.

Publications

Building an Emergency Plan: A Guide for Museums and Other Cultural Institutions, compiled by Valerie Dorge and Sharon Jones. (Los Angeles: Getty Conservation Institute, forthcoming in August 1999) 208 pp. paper, \$39.95 The workbook provides a step-by-step guide that a cultural institution can follow to develop its own emergency preparedness and re-

sponse strategy. It is divided into three parts that address groups generally responsible for developing and implementing emergency procedures—institution directors, emergency preparedness managers, and departmental team leaders—and discuss the role each should play in devising and maintaining an effective emergency plan. Several chapters detail the practical aspects of communication, training, and forming teams to handle the safety of staff and visitors, collections, buildings, and records. Emergencies covered include natural events such as earthquakes or floods, as well as human-caused emergencies, such as fires that occur during renovation. Available from: Getty Trust Publications, Book Distribution Center, P.O. Box 49659, Los Angeles CA 90049-0659, (800) 223-3431.

"Digitization for Scholarly Use: The Boswell Papers Project at The Beinecke Rare Book and Manuscript Library", by Nicole Bouché (Washington, DC: Council on Library and Information Resources, March 1999) 19 pp. paper, \$15. This report is one of a series that CLIR is publishing in order to explore strategies for integrating digital technology into the management of library print and media collections. Available from the Council on Library and Information Resources, 1755 Massachusetts Avenue, N.W. Suite 500, Washington, DC 20036, (202) 939-4750 and at <http://www.clir.org/pubs/reports/pub81-bouche/pub81text.html>.

Going Digital: Strategies for Access, Preservation, and Conversion of Collections to a Digital Format, edited by Donald L. DeWitt (Binghamton, NY: Haworth Press, 1998) 232 pp., hard cover, \$60. This book contains succinct and analytical views of the problems and benefits of digital resources in the traditional academic library. It provides advantages and disadvantages of traditional and digital collections and the costs of providing local access or implementing remote ac-

cess to digital collections. Available from SAA, 527 S. Wells, 5th Floor, Chicago, IL 60607, phone (312) 922-0140, fax (312) 347-1452.

Information Needed

The Education Committee of the Preservation Section of SAA invites submissions of preservation policy statements for possible inclusion in a model preservation management policies manual-in-the-making. The goal of the project is to provide a manual that can assist archives in developing and implementing effective preservation management programs. An outline of good preservation elements desired for the manual may be obtained by contacting the individuals below. It is the plan of the committee that this resource be made available both via the Internet and in hard copy, with possible publication by SAA. The committee wishes to have preservation policy and procedures statements in hand before submitting its proposal to the Publications Board of SAA. The committee asks for your help on behalf of your fellow archivists as they take on a task for which you can provide a model. Please direct questions and copies of your documents to either of the following co-chairs of the Education Committee as soon as possible.

Anke Voss-Hubbard, Archivist, Rockefeller Archive Center, 15 Dayton Avenue, Pocantico Hills, Sleepy Hollow, New York 10591-1598, direct line/voice mail: (914) 366-6321, RAC telephone: (914) 631-6017, e-mail: vossa@rockvax.rockefeller.edu, <http://www.rockefeller.edu/archive.ctr/>

Glenda B. Stevens, Jim Wright Archivist, Texas Christian University, Box 298400, Ft. Worth, Texas 76129, telephone: 817-257-7595, fax: 817-257-7282, e-mail: g.stevens@tcu.edu, <http://lib.tcu.edu/www/SPCOLL/wright.htm>

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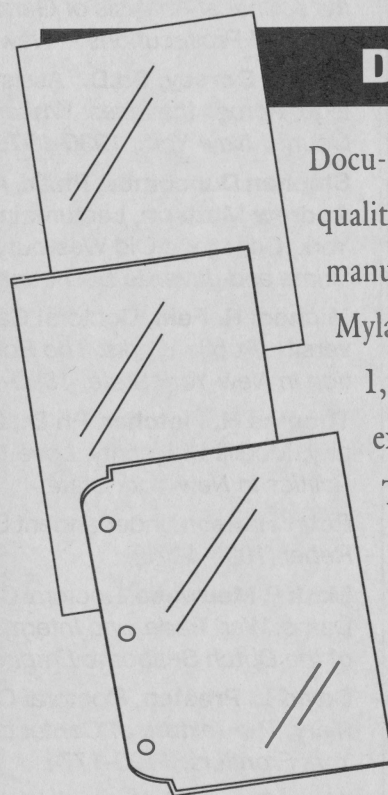
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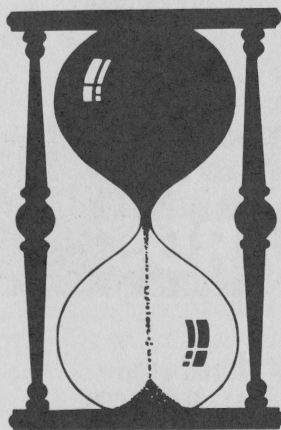
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New York State Archives Grants Announced

The New York State Archives Partnership Trust announced that seventeen scholars will receive grants to use records in the New York State Archives to examine a variety of historical subjects. These competitive awards, made under the Larry J. Hackman Research Residency Program, provide grants to scholars who utilize State archival holdings to pursue research related to New York State history, government, or public policy. These grant amounts vary depending on the nature of research involved. The largest grant in 1999 is \$2,700.

Sponsored by the Archives Partnership Trust, the Residency Program honors former New York State Archivist Larry Hackman, who oversaw the dramatic development of the State Archives from 1981-1995. Mr. Hackman is now Director of the Harry S. Truman Library in Independence, Missouri.



The recipients of this year's grants are as follows:

James D. Alsop, Ph.D., Professor of History, McMaster University, *Public Health Challenges, 1689-1798: Migration and Military Activity in New York State*.

Elizabeth Alice Clement, Ph.D., Lecturer in History, University of Pennsylvania, *Trick or Treat: Prostitution and Working-Class Women's Sexuality, New York City, 1900-1932*.

Carolyn E. Cocca, Doctoral Candidate (ABD) in Politics and Graduate Assistant in Politics, New York University, *Regulating Adolescent Sexuality: A Critical Analysis of Gender, Race, and Class in Statutory Rape Policies and Prosecutions -- New York and California, 1948-98*.

Allison Dorsey, Ph.D., Assistant Professor of History, Swarthmore College, *Across the Lines: White Communities and Black Migrants in Oneida County, New York, 1930-1975*.

Stephen Duncombe, Ph.D., Assistant Professor of American Studies, and **Andrew Mattson**, Lecturer in American Studies, State University of New York, College at Old Westbury, *A Portrait of the Criminal as a Young Man: Crime and Juvenile Delinquency in 1920s New York City*.

Michael R. Fein, Doctoral Candidate in American History, Brandeis University, *Public Works: The Politics and Economics of Highway Construction in New York State, 1890-1956*.

Thomas H. Fletcher, Ph.D., Lecturer and Teaching Assistant in Geography, McGill University, *Love Canal and the Geography of Environmental Politics in New York State*.

Peter Hanson, Independent Scholar, *Dalton Trumbo: The Screenwriter as Rebel (1935-1973)*.

Mark P. Meuwese, Doctoral Candidate (ABD) in History, University of Notre Dame, *War, Trade, and Intermarriage: Indigenous Peoples and the Making of the Dutch Seaborne Empire in the Atlantic World, 1590-1700*.

David L. Preston, Doctoral Candidate in History, College of William and Mary, *The Texture of Contact: European Settlers and Indians on the New York Frontiers, 1700-1774*.

Diane Shaw, Ph.D., Assistant Professor of Architecture, Carnegie Mellon University, *Sorting the City: Urban Landscapes in Upstate New York, 1810-1850*.

Susanah E. Shaw, Doctoral Candidate in History, Cornell University, *Family Frontiers: Gender and Family in the Shaping of New Netherland, 1609-1664*.

Eve P. Smith, D.S.W., Independent Scholar, *The Case of the Thomas Indian School: An In-depth Study of a Minority Institution in Comparison with Other Institutions for Dependent Children in New York State*.

Chad R. Wheaton, Doctoral Candidate in History, Syracuse University, *Exhibition and Spectacle: 150 years of Culture, Politics, and Business at the New York State Fair, 1841-1991*.

John Fabian Witt, Doctoral Candidate in Law and History, Yale Law School/ Yale University; Legal History Fellow, Yale Law School; and Richard Franke Fellow, Yale University

Steering Committee Meeting Summary

1. 289 Registrants for State College Meeting.

2. Work continues on future meetings. Meetings Coordination will need to update Meetings Handbook to reflect changes with the hiring of Kimball & Associates.

3. Steering approved the following motions made by Meetings Coordinating:

breakfast will no longer need to be subsidized by Local Arrangements; there will once again be a charge for breakfast at the business meeting; Program Committee will be responsible for the creation of preliminary and final programs; and non-member fees for conferences will be \$35 more than the member registration, and the non-member will be given a one year MARAC membership.

4. The Finance Committee is working on the application to change our tax status with the IRS. Once MARAC

obtains this new status, the Committee will apply to the various jurisdictions in the MARAC region for sales tax exemptions.

5. Winners of MARAC Election were announced. They are Jim Byers, Chair; Marsha Trimble, Vice-Chair; Tom Connors, Marisa Keller, Jim Stimpert and Judith Thorne, At-Large Representatives; Yvonne Carignan, Mary Rephlo and Stephen Dalina, Nominations and Elections; and Beth Alvarez and Larry Baume, Custer Committee.

6. A new technical leaflet "Understanding the Record Keeping Practices of Research Scientists" will be available in the fall, pending final revisions by the author. The new flier on

digitization may only be published online and be available on the MARAC website.

7. Lauren Brown, MARAC Archivist, is exploring the possibility of putting policy and other documents of MARAC on the website. Many items, such as minutes and committee handbooks, will begin to appear online later this year.

8. The Education Committee is working on a Conflict of Interest Policy for workshop leaders. A revision of the policy presented at Steering will be available later this summer.

Danna C. Bell-Russel
Acting Secretary

MARAC MEETINGS

Fall Meeting 1999
Hauppauge, NY
November 11-13

Spring Meeting 2000
New Brunswick, NJ
Trenton/Princeton, NJ
May 18-20

Fall Meeting 2000
Cleveland, OH (Joint Meeting with Midwest Archives Conference)
October 19-21

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MARAC Website Wins Links2Go "Archives" Award

The MARAC homepage (<http://www.itd.umd.edu/MARAC/marac-hp.htm>) was selected as a Links2Go "Key Resource" in the Archives topic, (<http://www.links2go.com/topic/Archives>). Each quarter, Links2Go samples millions of web pages to determine which pages are most heavily cited by web pages authors. The most popular pages are downloaded and automatically categorized by topic. At most 50 of the pages related to a topic are selected as "Key Resources." Out of 50 pages selected as Key Resources for the Archives topic, our page ranked 32nd. For topics such as Music, where there are a large number of interested authors and related pages, it is harder to achieve selection as a Key Resource than for a special-interest topic, such as Quantum Physics. The Links2Go Key Resource award differs from other awards in two important ways. First, it is objective. Most awards rely on hand selection

by one or more "experts," many of whom have looked at tens, even hundreds of thousands of pages in bestowing their awards. Selection for these awards means no more than that one person, somewhere, noticed our page and liked it enough to select it. The Key Resource award, on the other hand, is based on an analysis of millions of web pages. Any group or organization who conducts a similar analysis will arrive at similar conclusions. When Links2Go says our page is a Key Resource, they mean that our page is one of the most relevant pages related to a particular topic on the web today, using an objective statistical measure applied to an extremely large data set. Second, the Key Resource award is exclusive. They get literally hundreds of people requesting that their page be added to one or more topics per week. All of these requests are denied. The only way to get listed as a Key Resource

is to achieve enough popularity for their analysis to select our pages automatically. They do not accept fees, offers of link exchanges, free advertising, or bartered livestock as inducements to add new sites to their lists. Fewer than one page in one thousand will ever be selected as a Key Resource.

In light of this award, and as a result of attending the session, Designing and Evaluating Websites, the MARAC homepage will be redesigned for ease of use and to comply with ADA guidelines for access by the visually impaired.

— Susan Hamburger

Session Abstracts

"Capturing the Elusive: Practical Ways to Ensure the Preservation of Electronic Records" Prepared by: Cheryl L. Stadel-Bevans, Cornell University, Session Chair

All remarks made by the participants expressed their own views and not necessarily those of their respective institutions.

In the first of the three presentations, Tom Ruller addressed the practical problem of preserving email in database messaging systems. He reminded us that all efforts to preserve electronic records should be based on an analysis of business activities and on solid recordkeeping practices. He gave a short review of the changes in email systems that have occurred in the past ten years and explained database messaging systems. He outlined some of the elements needed in order to capture and preserve email

in database messaging systems. At a minimum, to preserve this kind of a system, archivists need to maintain system documentation and develop staff skills in this area. It would be preferable to develop tools for mining the information saved and for providing public access to the data. In closing, Tom emphasized the need for acquiring staff skills in analysis and design, data modelling, database administration, and data management tools.

Mike Miller spoke second and presented an overview of NARA's approach to email. First he summarized the results of the Armstrong and Carlin court cases. In the Armstrong case, the court decided that an email message could be a record and that the recordkeeping copy must contain the transmission data as well as the content of the message. In the Carlin

case, the court determined that Federal agencies must regularly schedule electronic copies as it would paper copies. These two cases along with the Federal budget cycle and the Federal mandate to respond to Y2K issues have directed NARA's efforts to manage email. Working with these guidelines, NARA modified its General Retention Schedules, issued Bulletin 99-04 that specifically addresses the issue of scheduling email, and drafted a new schedule that covers information technology records. NARA has provided training to agencies as they begin to implement the new schedules. As part of their business process re-engineering efforts, NARA is adopting a life cycle approach to electronic records that addresses areas in addition to disposition while still trying to meet the court requirements.

Continued on Page 23

MARAC Scholarship Winners

Prior to each MARAC meeting the Education Committee selects the winners of the Rapport Modern Archives Institute and MARAC Meeting Scholarships. The Rapport MAI scholarship, which is named for distinguished MARAC member Leonard Rapport, pays for the tuition for a person to attend the Modern Archives Institute at the National Archives and Records Administration. The MARAC Meeting Scholarship pays expenses up to \$300 for a person to attend a MARAC meeting. During this scholarship cycle we were fortunate to have an outstanding group of candidates for both scholarships. And now to announce the winners of the Leonard Rapport Modern Archives Institute and MARAC Meeting Scholarships for Spring 1999.

The Rapport MAI scholarship was awarded to Darlene Richardson.

She currently is Historian and Curatorial Assistant at the Virginia Museum of Transportation in Roanoke, Virginia. She has her BA in American Studies and MALS from Hollins College. She has written a paper to be presented at the Association for Gravestone Studies conference in June 1999 and has compiled, indexed and created a

survey calendar of WPA Cemetery records of Roanoke County. She calls herself an avid historic preservationist but is excited about the challenges of preserving paper as well as buildings.

The MARAC Meeting Scholarship winners were Angela Baccala and Teresa Mora.

Angela is a student in the school of Library and Information Sciences at the University of Maryland College Park. She has a BA in History from the University of Maryland and is presently working as a graduate assistant within the Marylandia and Rare Books Department. She is also working as an intern at the Archives Center at the National Museum of American History of the Smithsonian. Though much of her experience has been in libraries and archives, she has also worked as an intern for the Women Legislators of Maryland Caucus for the Maryland General Assembly. Teresa is a recent graduate of New York University. She has a BA in History from the University of California at Davis. She has a special interest in the steel labor history of Southwestern Pennsylvania having spent this past summer as an intern with the Southwestern Pennsylvania Heritage

Preservation Commission and having completed her masters thesis "Remembering Steel" on the politics of memory in Homestead, Pennsylvania, her mother's hometown. She has also worked as an archival consultant at St. Mark's Church in the Bowery and co-authored a feasibility study on the digitization of the collection at the Library of the College of Insurance.

Are you interested in attending the Modern Archives Institute? Would you like to attend a MARAC conference as a scholarship winner? It's easy to do. Applicants must be members of MARAC for at least one month to be considered for the meeting scholarship and three months to be considered for MAI. There is no application form; we just need a resume, a statement of how the scholarship would benefit you and a letter from one reference (two for the MAI scholarship). Full details including deadlines can be found on the MARAC website <<http://www.itd.umd.edu/MARAC/marac-hp.htm>>. For additional information contact Tom Rosko at (212) 712-9082 or at tjr6@is7.nyu.edu

EMPLOYMENT

As a service to the MARAC membership, the *Mid-Atlantic Archivist* publishes announcements about professional opportunities for archivists. The MAA reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

There is no fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. The deadlines for the MAA are December 1st, March 1st, June 1st and September 1st. Because the MAA is delivered via bulk rate, exact delivery dates cannot be guaranteed.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action regulations.

Project Archivist

Catholic University Archives

Responsibilities: The Project Archivist, working under the supervision of the Archivist and Assistant Archivist, will be responsible for appraising, arranging and describing records of the Congress of Industrial Organizations and the papers of Philip Murray, John Brophy, Monsignor John A. Ryan and Bishop Francis Haas, mounting those finding aids on to the Catholic University Archives Web page, planning the microfilming and possibly digitization of the CIO, Murray and Brophy records and papers, and writing descriptions of the records and papers for placement in archival and historical journals.

Required Qualifications: MLS or MA in History with a concentration in Archives; experience in processing modern collections; familiarity with computers, databases, HTML and MARC cataloguing.

Preferred Qualifications: Significant experience in processing and, in particular, collections of personal papers; knowledge of twentieth century American political history and American Catholic history.

Position is a twenty-two month appointment at \$30,000/year with full University fringe benefits. Position will start October 1, 1999.

Please send cover letter and resume to: Human Resources, 170 Leahy Hall, The Catholic University of America, Washington, DC 20064

Book Review

Helena Zinkham. *A Guide to Print, Photograph, Architecture & Ephemera Collections at the New-York Historical Society*. New York: NYHS, 1998. 175pp., soft-cover, \$29.95. [ISBN not stated]

Each year since 1983, MARAC has presented awards to the best archival finding aids published in the region during the previous year. Guides to photographic collections that have received awards in the past have included *Photographic Collections in the Rockefeller Archives Center*; *Guide to the Holdings of the Still Picture Branch of the National Archives*; *Guide to Photographic Collections at the Smithsonian Institution, Vol. 2*;

Guide to Photographs at the Pennsylvania State Archives; and the *PASCL Photograph Directory* (Temple University). In 1999, the first prize went to *A Guide to Print, Photograph, Architecture & Ephemera Collections at the New York Historical Society*.

The main purpose of the guide is to summarize what is in seventy-five separate collections containing approximately one million images. An introductory chapter provides an overview of the institution's holdings, which fall into several broad categories: Photographs (by Photographer, Topic/Collector, or by Format); Architecture (by Architect or by Topic/Collector); Prints (by Creator/Collector or by Format); Ephemera; and General, a very important category that includes Geographic, Negative, Portrait, and Subject collections.

The Guide continues with individual collection descriptions and sample images, averaging a page and a half, presented alphabetically by collection title. Each synopsis includes a heading with the title, dates, size, and nature of the material in the collection (e.g. "1,000 prints, 1,500 film negatives." Next follows a clearly written

narrative which explains who created the collection and items of special interest. The entry concludes with notes about arrangement, access, provenance, bibliographic references, and related collections. In the back of the book are two indexes, one chronological, showing the date spans of each collection in bar graphs, and the other alphabetical, which includes not only collection level entries but also specific images or subjects mentioned in the collection narratives.

Clearly, although the emphasis as expected is on material related to the history of New York City, there is an enormous variety of subjects covered in these collections. In the Geographic File, for example, only about half of the 45,000 images relate to New York City. Also, although the majority of the images seem to be photographic, the collections include thousands of drawings, prints, and other graphics dating back to the 1500s.

As compared to the other guides to pictorial collections honored in the past by MARAC, the NYHS guide reproduces many more images, averaging nearly one per page, finely reproduced on high-quality paper. Consequently, the Guide in some respects may appear at first glance to be a photography monograph or exhibition catalog. This impression is enhanced by the excellent reproduction quality and by the inclusion of fine images by noted photographers, such as a lovely portrait of Edna St. Vincent Millay by Arnold Genthe, as well as by many whose names would be unfamiliar to most readers. Each reproduction is accompanied by a long and informative caption. The Guide is very conducive to browsing and enjoying the images and captions; one may then be tempted to read in more detail about the collection from whence the illustration was chosen.

But how well does the Guide meet the needs of researchers? As a tool to introduce the repository to the researcher, it certainly fulfills its purpose, suggesting the variety and depth of the collections. But I suspect that researchers will still have to depend heavily on staff to lead them to specific collections. The alphabetical arrangement of the collection descriptions by collection name, rather than by the broad groups noted above, makes use of the index mandatory, and the index, while it includes over one thousand entries for names and subjects, is of limited usefulness. For example, there is only one entry under "food" and none for "restaurants," surely subjects that must recur frequently in these collections, as indicated by several of the illustrations showing an apple vendor, a grocery store, and a cafeteria. (Restaurants may be included in "Buildings, commercial," a topic that is indexed to fifteen collections.)

The clear expository prose and the quality of the illustrations of photographs and other pictorial material make it obvious why this publication won an award. To summarize a million images in 175 pages clearly is a daunting task that required an enormous effort spanning several years. The author, Helena Zinkham, and the New-York Historical Society clearly should be commended for this notable effort.

— Gary D. Saretzky

One Of Our Own

A MARAC Profile

By Charles B. Greifenstein
Editor, Mid-Atlantic Archivist

Name: Karl J. Niederer

Current Position: Director, New Jersey Division of Archives and Records Management

Place of Birth: Trenton, New Jersey

Undergraduate degree:

Double major in history and visual arts, Otterbein College

Graduate degree: MA in history, University of Delaware

Year joined MARAC: 1985

Karl Niederer

When he was a graduate student at the University of Delaware, Karl Niederer did not plan on becoming an archivist. Rather, he intended to become a museum curator or exhibit designer. However, while still at Delaware, he discovered that two archives administration classes he had taken qualified him to apply for a position with the New Jersey State Archives. He was hired for the position, which was with an NHPRC-funded project that surveyed New Jersey counties' historical records. Midway through the two-year project, Karl was hired on full time with the State Archives. He completed his degree and remained with the State Archives, eventually leaving behind his earlier ambition.

While he found he enjoyed archival work, there was a another reason to stay with the State Archives. "I kept getting promoted," Karl says. Now (since January 1994) he is the Director of the New Jersey Division of Archives and Records Management, in charge of the department he first joined as a graduate student. In fact, as Director, Karl has charge of records management, archives, and records storage for the entire state. Public re-

lations, advocacy of archives, service on many boards and committees, and working with the legislature and cabinet departments take up most of his time. As a senior administrator Karl says he "misses being in touch with researchers," but his affection for reference work shows in the excellent, comprehensive reference service provided by the State Archives.

Karl's association with MARAC began in 1985. He has served in many capacities, including being elected to the Steering Committee in 1987 and serving as Chair from 1991-1993. Most recently he served on the ad hoc committee that selected Kimball & Associates as MARAC's new management firm. MARAC also benefited from Karl's undergraduate training in visual arts: about ten years ago he designed MARAC's logo.

Of all his involvement with MARAC, Karl is most proud of his role in the creation of the CAPES program, an idea he conceived jointly in 1988 with then-New Jersey Caucus Chair Maxine Lurie, and Richard Waldron, Executive Director of the New Jersey Historical Commission. Using the talents and training of members of the MARAC's New Jersey Caucus, CAPES (Caucus Archival Projects Evaluation Service) conducts site visits and evaluations of private archives and historical societies in the state to assist in improving their programs and administration. To date over two hundred visits have been conducted, to the great benefit of preserving New Jersey's historical records.

Karl has a full year of work ahead of him. In addition to his regular duties, his department is scheduled to move into a newly-renovated building that will greatly expand his department's space. The building has two reference rooms and a new gallery area, among other amenities. The New Jersey State Archives clearly has a bright future under the leadership of MARAC's Karl Niederer.

Fredric Miller Memorial Lecture to be Inaugu- rated in September

You are cordially invited to the first Fredric M. Miller Memorial Lecture. Speaker: Gary Nash, Professor of History at the University of California Los Angeles "Remembering Philadelphia: Patrons, Politics, and Popular Culture in Reconstructing the City's History"

A reception will follow the lecture.

Date: Saturday, September 25, 1999

Time: 4 p.m.

Place: Musser Auditorium of the Franklin Institute, 20th Street, Philadelphia, PA

The Franklin Institute Science Museum is located at the intersection of 20th Street and the Benjamin Franklin Parkway in Philadelphia, Pennsylvania.

Parking is available in the garage, entered from 21st Street. Bring your parking ticket to the information desk for validation to receive reduced rates. For shorter visits, metered parking is available on Winter Street.

New MARAC Members

John Bewley
State University of New York
at Buffalo

Bernadette G. Callery
Carnegie Museum of Natural
History Library

Gwynedd Cannan
Columbia University

Marcella M. Curry
Library of Virginia

David DeLorenzo
The Maryland Historical Society

Ernest J. Emrich
Library of Congress

Sarah E. Falls
Virginia Museum of Fine Arts

Kathleen Feeney
Philadelphia City Archives

James E. Gilson
Radford University

Twyla Thompson Henson
Lehigh County Historical Society

Tad Hershorn
Rutgers University

Stephen Janick
Drexel University

April Karbowsky
University of Pittsburgh

Joseph Kelley
Munters Corporation Moisture
Control Services

Michael F. Knight
University of California, Los Angeles

Diane Koch
Muhlenberg College

Katina T. Koontz
Oncology Nursing Society

Robert Lasner
New York Academy of Medicine

Curtis Lyons
Virginia Commonwealth University

Jeffrey P. Martin
Cleveland Public Library

Diane Martz
Heinz Family Foundation

Phil McCray
Watkins Glen Motor Racing
Research Library

Anthony J. Mikovsky
Polish National Catholic Church
Commission on History
and Archives

Rebecca L. Moore
History Associates

Barbara J. Niss
Mount Sinai School of Medicine

Mae Pan
New York University

Janette Pardo
Rutgers University/Wayne
Public Library

Debra Plackey
Penn State University

Carol Radovich
George Eastman House

Eric Roth
Huguenot Historical Society

Joseph F. Seliga
Polish National Catholic Church
Archive

Jeanne Solensky
Winterthur Library

Joseph Turrini
United Federation of Teachers
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Business Meeting Minutes

MARAC Spring Business Meeting
Saturday, May 8, 1999
Penn Stater Conference Center
State College, Pennsylvania

1. Janet Linde, MARAC Chair, called the meeting to order at 8:25 a.m.

2. The minutes of the Business Meeting of November 21, 1998 in Washington, D.C., as published in the Spring 1999 *Mid-Atlantic Archivist*, were approved.

3. Vice Chair's Report-Ben Primer

A. Future Meetings

- Long Island [Hauppauge, New York] (November 11-13, 1999)-The conference will be at the Wyndham Wind Watch Hotel and Hamlet Golf Club. The theme is "Bucks, Bytes, and Basics."

- New Brunswick, New Jersey (May 18-20, 2000)

- Cleveland, Ohio (October 19-21, 2000) [Joint meeting with Midwest Archives Conference]-The final agreement with MAC has been signed.

- Philadelphia, Pennsylvania (Spring 2001)-Ben Primer and Margaret Jerrido visited several hotels in anticipation of holding the conference in Philadelphia.

4. Treasurer's Report-Rebecca Collier

A. Dues increase

- Janet Linde placed the motion on the floor to increase the membership dues to \$35 for regular members and retirees and \$20 for students. She opened the floor to discussion.

- Ben Primer, Marsha Trimble, and Rebecca Collier discussed the background information on the proposed dues increase, the charge from the Strategic Planning Committee, the findings and deliberations of the Ad Hoc Committee on Contractual Services, and the financial implications of choosing the association management firm, Kimball & Associates

- The Chair received a friendly amendment from the floor from Robert Plowman to consider reinstating the retirees' dues amount to equal that of the student rate. The amendment passed 68 to 54.

- After further discussion from the floor the amended motion, to raise the membership dues to \$35 with a rate of \$20 for retirees and students, passed unanimously by voice vote. Kimball & Associates officially will assume their duties beginning July 1.

5. Nominations and Elections Committee-James Cassidy

The election results are as follows:

- Chair: James Byers
- Vice-Chair: Marsha Trimble
- At-large members: Tom Connors, Marisa Keller, James Stimpert, and Judith Z. Thorne

- Nominations and Elections Committee: Yvonne Carignan (elected Chair, having received the most votes), Stephen M. Dalina, and Mary Rephlo

- Arline Custer Award Committee: Beth Alvarez and Larry Baume

6. Awards

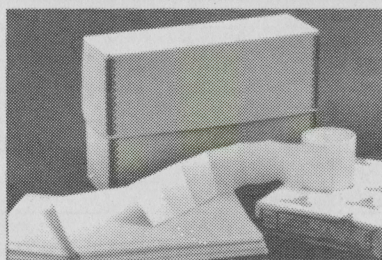
A. Finding Aids Awards-Rita Dockery

- Frederic M. Miller Finding Aid Award for first place: *A Guide to Print, Photograph, Architecture & Ephemera Collections*, The New-York Historical Society

- Second place: *Allen W. Dulles Papers*, Princeton University, Seeley G. Mudd Library http://infoshare1.princeton.edu:2003/libraries/firestone/rbsc/finding_aids/adulles/adulles.html

- Third place: *American Memory: America from the Great Depression to World War II: Photographs from the FSA and OWI, ca. 1935-1945*, Library of Congress, Prints and Photographs Division <http://memory.loc.gov/ammem/fsowhome.html>

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B. Service Awards-Sharon Pullen

The following individuals were presented with awards: Lois Densky-Wolff for her work as New Jersey Caucus Representative; Geof Huth for his work as Co-Chair of the Local Arrangements Committee for the Saratoga Springs Spring 1998 conference; John LeGloahec for his work as Co-Chair of the Local Arrangements Committee for the Saratoga Springs Spring 1998 conference; Robert Morris for his work as Chair of the Program Committee for the Saratoga Springs Spring 1998 conference; and Marsha Trimble for her work as Chair of the Ad Hoc Committee on Contractual Services.

C. Scholarship Awards-Danna Bell-Russel

The recipient of the Rapport Modern Archives Institute Scholarship is Darlene Richardson, Historian and Curatorial Assistant at the Virginia Museum of Transportation in Roanoke, Virginia. The MARAC Meet-

ing Scholarships were awarded to Teresa Mora, a May graduate of the New York University Archival Management Program, and Angela Baccala, a student in the School of Library and Information Science at the University of Maryland. Unfortunately an injury prevented Ms. Baccala from accepting and attending the conference.

7. Hauppauge, Long Island, NY, Fall 1999 Meeting-John LeGloahec

Substituting for the absent Local Arrangements Chair Greg Hunter, John LeGloahec encouraged everyone to attend the fall meeting, November 11-13.

8. Old Business

None.

9. New Business

None

10. Other

A drawing was held to distribute prizes that were generously donated by the vendors at the conference.

11. Adjournment

The meeting was adjourned at 9:40 a.m.

Respectfully submitted,
Susan Hamburger substituting for
Patrice C. Brown
MARAC Secretary

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Session Abstracts

Continued from Page 16

In the third presentation, Scott Schwartz described efforts by staff at the National Museum of American History to create and implement a recordkeeping system. Their efforts began in 1997 with a functional analysis and needs assessment. From that, they were able to determine that they wanted to create a central records center that would work in their current technological environment. In particular, they wanted a system that would use the existing technologies so that the participants in their project would not have to learn new software. Scott and his colleagues selected Groupwise 5.2, a Novell product, as their basis for creating a virtual records center. An earlier version of Groupwise was already in use at the Museum and it was compatible with the other software in use. They are working, with the permission of Novell, to modify Groupwise to be a records management program. They have also modified the existing records retention schedule to include electronic records and set up the virtual records center to reflect the physical records center. The system is expected to go operational on May 21, 1999. Only a gatekeeper will be allowed to transfer files into the center, while anyone who needs to can view and download the files. Records with permanent value will eventually be migrated to the

Smithsonian Institution Archives. In conclusion, Scott reminded us that in order to find solutions for managing electronic records within our institutions, we must be willing to take the risk and play the game.

★★★

"Outreach Success Stories"

reported by Gunnar Berg

Amparo de Torres, special projects officer in the Conservation Division of the Library of Congress, spoke of the planning and implementation of an annual day-long workshop on preventive preservation, which she offers to the public.

Using LC guidelines on materials handling, and using sample texts from the LC archives or items brought from their own collections, attendees were led through demonstrations of proper care and conservation.

Vendors were also at the workshop, where attendees could see the actual archival-quality supplies and tools (not for sale) mentioned in the lectures. Appraisers were on hand to evaluate books brought in by attendees and suggest measures for their repair.

These workshops have become more popular each year and have improved interaction with the public and changed perceived images of inaccessibility or irrelevance felt towards the LC.

The second speaker, **Gail Redmann**, Library Director of the Historical Society of Washington, DC, described her efforts to make a forbidding, dark,

former mansion more accessible to the residents in the neighborhood and to inform them about what resources are available there for genealogical and local history research.

A workshop was initiated in conjunction with the Washingtoniana Collection (of the DC Public Library) with hands-on exercises researching attendees families and the buildings in which they live. The workshop fee included a Metropass to visit both sponsoring institutions. Sessions were held in the evening, to allow working people to attend.

★★★

Amparo de Torres presented a second lecture, this time about her creation of a Spanish-language conservation newsletter entitled "Apoyo" (support). It has proven very popular. Beginning with 30 participants, it is now distributed to 3000 members of the conservation profession throughout North and South America. A service for translating technical texts has been added.

With the assistance of the Smithsonian Institution, the distribution of the newsletter and an international directory of conservators and service suppliers is being expanded to Europe and the Italy-based International Center for the Restoration of Cultural Property.

IMPORTANT NOTICE!

MARAC's association management firm, KIMBALL & ASSOCIATES, will be producing a new edition of our membership directory this summer. If your mailing address, e-mail address, phone or fax numbers have changed since the last directory was printed (1997), please fax the correct information to K&A by July 30. Their fax number is 703-556-9301.

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The *Mid-Atlantic Archivist* (MAA) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, and West Virginia, and the District of Columbia. MARAC seeks to promote the professional welfare of its members; to effect cooperation among individuals concerned with the documentation of the human experience; to enhance the exchange of information between colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audiovisual and related special research collections, and of records managers; and to encourage professional involvement of persons actively engaged in the acquisition, preservation, bibliographic control, and use of all types of historical research materials. Individual yearly membership dues are \$15.00. The dues year is from October 1 through Sep-

tember 30. Membership is not open to institutions, but institutions may purchase subscriptions to MAA at \$15 per year. Membership applications should be addressed to: MARAC, 6707 Old Dominion Drive, Suite 315, McLean, VA 22101, email: office@kimbal.com. Send material for MAA publication to: Charles B. Greifenstein, Library of the College of Physicians of Philadelphia, 19 S. 22nd St., Philadelphia, PA 19103-3097, tel. (215) 563-3737 x275 or x297, fax (215) 569-0356, e-mail: greifenstein@collphyphil.org. Deadlines are the first of March, June, September and December.

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